

**WESTCHESTER BUSINESS IMPROVEMENT ASSOCIATION /  
WESTCHESTER TOWN CENTER BID  
BOARD OF DIRECTORS**

**MEETING MINUTES**

**Thursday, April 21, 2016  
Meeting Location: Conference Room  
8929 S. Sepulveda Boulevard #130  
Westchester, CA 90045**

*In attendance: Board Members – Dial, Davis, Locke, Payne, Saab,  
Staff – Duckworth  
Guest: Ruben Garcia*

*Meeting called to order at 10:15 AM by President Karen Dial.*

1. CALL TO ORDER – Karen Dial, President 10:00 AM
2. PUBLIC COMMENTS This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on un-agendized subjects. It is the Board's policy that persons in the audience may address the Board in connection with any particular agenda item during the public comment period. As provided by the Brown Act, each individual's speaking time shall be limited to three minutes. Anyone desiring to speak during the public comment period must complete a speaker card and submit it to the Chair prior to the start of the meeting.

A. Comments from LAPD SLO

*LAPD SLO Ruben Garcia addressed the Board concerning law enforcement issues within the BID area.*

*Pastor Weller and Board Member Payne described services provided to Charlene, a homeless woman who stayed in the Westchester area, by the Venice Four Square Church Homeless Task Force.*

3. APPROVAL OF MINUTES – *Deferred till next meeting.*
4. FINANCIAL REPORT – Through March 31, 2016

*After discussion, Motion Davis, 2<sup>nd</sup> Saab: "The WBIA Board of Directors hereby approves the Financial Report through March 31, 2016 as presented." Unanimously approved.*

5. BUSINESS ITEMS

A. Review / Discussion / Possible Approval of Sponsorship of Sunday Farmer's Market in Westchester BID Area (Addition to Existing Wednesday Market)

1. Review Community Survey Results

***The Executive Director presented the results of a survey of 185 persons in the WTC BID area. 62.7% said they would shop in the Farmers Market if it was held on Sunday in the BID area. Most of these respondents did not shop at the Wednesday Farmers Market.***

2. Review of Westchester Vitalization Proposed (Rev) ProForma "4/13/16"

***The Executive Director presented a proforma composed of vitalization corporation projections for the proposed Farmers Market, dated 4/13/16. He also presented revised numbers dated 4/15/16 for the market.***

***After discussion, Motion Locke, 2<sup>nd</sup> Davis: "The WBIA Board of Directors approves the sponsorship of Sunday Westchester Farmers Market with cooperation of the Westchester Vitalization provided that the effort could be discontinued with 90 day notice. The Executive Director is authorized to implement this action." Unanimously approved.***

3. Review Executive Director's Proposed Proforma "4/15/16" With WBIA Contribution for Start-Up Costs and Deferred Repayment

4. Discussion / Action, if any

B. Review / Possible Approval of Recommendations from Precision Concrete Cutting ("PCC") Assessment of Westchester Sidewalk Conditions

- This item is temporarily "on hold" pending City policy action, which could provide financial support for this work. City action is expected in the new budget that is to become effective July 1, 2016.

6. REPORT FROM EXECUTIVE DIRECTOR

7. BOARD MEMBER COMMENTS

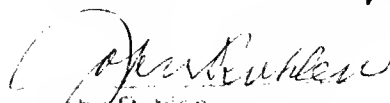
8. NEXT MEETING – May 19, 2016

9. ADJOURNMENT

12:00 PM

***Meeting adjourned at 12:00 PM.***

By The Westchester  
Business Improvement Association  
Board of Directors on 4/17/16

  
John P. Miller  
Chairman

**WESTCHESTER BUSINESS IMPROVEMENT ASSOCIATION /  
WESTCHESTER TOWN CENTER BID  
BOARD OF DIRECTORS MEETING**

**ATTENDANCE SIGN-IN SHEET**

**DATE:** April 21, 2016

**Meeting Location:**  
8929 S. Sepulveda #130  
Main Conference Room  
Westchester, CA 90045

Karen Dial, President

KD

John Ruhlen, Secretary

HOSPITAL

Miki Payne, Treasurer

MP

Jack Davis, Board Member

JD

Heather Lemmon, Board Member

EXCUSED

Christopher H. Locke, Board Member

CHL

Lara Saab, Board Member

LS

Don Duckworth, Executive Director

DD

Guests:

Tel.

E-Mail

Ruben Garcia (310) 612 3172 33236@LAPD-LACity.ORG

---

---

---

---

---

---